



# **Rezoning Checklist**

VILLAGE OF INDIANTOWN  
PLANNING AND ZONING DEPARTMENT  
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## **General Requirements - Sec. 12-6. – Rezoning.**

Submittal Requirements. All rezoning applications shall be accompanied by the following items:

- ☐ General Development Application.
  - An application, on a form provided by the Village, completed and signed by the applicant, the owner or owner's agent or contract purchaser with the owner's written consent.
- ☐ Proof of Ownership (title or deed).
  - A disclosure statement by the parties with at least five (5) percent interest in the project signed by the applicant and notarized. The applicant, owner or owner's agent or contract purchaser with the owner's written consent, shall keep all information current during the processing of the application.
- ☐ An as-built survey, signed and sealed by a certified surveyor and mapper, completed not longer than 6 months in advance of the date of the application, that contains the following information:
  - Boundaries of the entire area proposed to be rezoned and the existing and proposed zoning districts.
  - Total area proposed to be rezoned in both square feet and acres.
  - Scale and north arrow, with north, to the extent feasible, oriented to the top of the map.
  - Location of all existing buildings and structures.
  - Names of all boundary roads or streets and the width of existing rights-of-way.
- ☐ A narrative addressing the approval criteria to be used by the Village Council in making their decision regarding approval or disapproval of a rezoning application:
  - The proposed rezone is consistent with goals, objectives and policies of the Comprehensive Plan.
  - The proposed zoning district is compatible with the surrounding area's zoning designation(s) and existing uses.
  - The subject property is physically suitable for the uses permitted in the proposed district.
- ☐ Electronic copy of all submitted materials on USB flash drive.